

**CITY OF TUCSON/PIMA COUNTY
HOUSEHOLD HAZARDOUS WASTE PROGRAM
STEERING COMMITTEE**

MEETING SUMMARY

**Environmental Services – Price Service Center, ES Conference Room
4004 S. Park Avenue, Building #1
Tucson, AZ 85714**

Wednesday, April 20, 2011

ATTENDANCE

Steering Committee Members Present: Walter Valencia, Harold Maxwell, Ann Marie Wolf, Jeff Prevatt, Seth Ruskin

Members Absent: Andy Quigley

Staff Present: Nancy Petersen, Jim Mikolaitis, Frank Bonillas, Cristina Polsgrove, Lisa Urrea

Guests: Harlan Agnew, Dan Uthe, Mike Jones

1. CALL TO ORDER

The meeting was called to order at 3:00 p.m. by Mr. Ruskin. Quorum was established.

2. APPROVAL OF MARCH 16, 2011 MEETING MINUTES

Motion to approve the March 16, 2011 minutes was made by Mr.Valencia, 2nd by Mr. Maxwell. Motion passed.

• WEBSITE POSTING – MEETING AUDIO RECORDING

Ms. Wolf motioned to have future meeting audio recordings posted on the ES website in lieu of meeting minutes, Mr. Maxwell seconded the motion, all approved.

3. ACTION ITEMS

No action items.

4. OUTREACH SUPPORT

- **PRESS RELEASES – I-10/PRINCE CONSTRUCTION & 1ST SUNDAY COLLECTIONS**

Ms. Polsgrove will be setting up a schedule for future media releases to ensure all the sites are properly staffed with volunteers. This will include Dispose-a-Med events coming up in July and August. Ms. Polsgrove also mentioned that she is working with ADOT to put up signage regarding the entrance to HHW when construction starts on I-10.

- **WATER PLANT 2 RELOCATION SURVEY**

A recent survey was conducted at the Water Plant 2 collection site asking participants to choose their preferred relocation site. The three choices included the Cactus Community Church, the Price Service Center, and the El Pueblo Neighborhood Center. Preliminary results indicate that most participants prefer the Cactus Community Church with their second choice being the Price Service Center.

Another survey conducted recently was for the Bulk & Brushy service managed by Environmental Services (E.S.). Although not directly related to the HHW Program, survey participants were asked general questions for services provided by E.S. With respect to HHW services, only a limited amount of survey participants knew about the HHW services.

- **E.S. WEBSITE CALENDAR & LISTSERV**

Ms. Polsgrove talked about the E.S. main webpage's Google calendar. She recently added HHW monthly events to the calendar.

- **SURVEY MONKEY – VOLUNTEER SURVEY**

Ms. Polsgrove distributed the draft questions to be included in the volunteer survey. The survey will be conducted through Survey Monkey. She requested comments before finalizing. Ms. Wolf requested a cover letter be included to explain the purpose of the survey.

5. COORDINATOR'S & FINANCIAL REPORT

Mr. Bonillas reviewed the Coordinator's Report. He summarized the program statistics and provided charts on additional collections and program participation distribution by jurisdiction.

Mr. Bonillas reported that in March E.S. and HHW employee's toured HHW facilities in Phoenix and the surrounding cities. It was reported that other cities are struggling with financial shortfalls. Mr. Mikolaitis said the City of Phoenix program/collection was the most surprising due to the amount of different chemicals they receive and reject. Ms. Petersen mentioned that residents were required to bring their billing statements to prove their residency.

6. CITY/COUNTY IGA NEGOTIATIONS

- **OTHER JURISDICTION RESPONSES UPDATE**

It was reported that Marana, Oro Valley, and Sahuarita declined to contribute financially to the HHW program. The City of South Tucson however will contribute financially towards the HHW Program based on their population. Mr. Prevatt indicated that Pima County will fund the program but at the reduced level, which is based on population. He suggested going over the budget and determine what activities should remain with their funding level and what effect closing the NW Site would yield financially. Mr. Bonillas said that it would only save about \$15,000 annually. Mr. Prevatt said Marana did not completely decline but they would like to see changes to the program and a creation of a regional program. Ms. Wolf said that NW Site participants need to be informed as soon as possible of the intended closure.

- **PIMA COUNTY IGA LETTER**

Jeff Prevatt discussed the Pima County letter regarding the withdrawal from participation from the HHW Program. Mr. Agnew suggested that HHW should start with a letter confirming Pima County's offer and see where the program can go from there.

- **PIMA COUNTY PROGRAM PROPOSAL**

Ms. Petersen said the City has asked Pima County to identify what components of the existing HHW program Pima County would like to continue with the new reduced funding from Pima County. Mr. Prevatt agreed to meet and identify what program elements can continue to be implemented in unincorporated Pima County based on the reduced funding levels.

7. DRUG TAKE BACK

- **DISPOSE-A-MED UPDATES**

Mr. Prevatt said that most TPD substations and Sheriff stations will be participating in the DEA, April 30th event. Mr. Prevatt said that the UA police department will also be participating.

- **SHERIFF'S DEPARTMENT PARTNERSHIP**

Mr. Bonillas said the Sheriff's Department has offered to participate in two events alongside with HHW on the July 2nd event at Eastside City Hall and the August 6th event at Water Plant 2.

8. VOLUNTEER TRAINING PROGRAM

Mr. Bonillas reported that Risk Management had provided information which releases volunteers from any personal liability in the performance of their volunteer duties. The City however remains liable for any activities performed by the HHW Program including the volunteers. At this time further discussion of the training program will be tabled until the IGA and funding issues are resolved. The volunteer survey will be completed.

9. NEW BUSINESS

No new business.

10. CALL TO THE AUDIENCE

No audience was present.

11. NEXT MEETING DATE, TIME, LOCATION

The next meeting is tentatively scheduled for Wednesday, May 11, 2011, 3:00 p.m.
Meeting will be held at 4004 S. Park Ave. Bldg. 1, ES Conference Room.

12. ADJOURNMENT

Having reviewed the items on the agenda, the Steering Committee adjourned at 4:10 p.m.